

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Monday, April 10, 2017  
Mason Crest Elementary School**

**BOARD MEMBERS PRESENT:**

Carl Iddings, President  
Michelle Kloc, Vice President  
James Franklin, Treasurer  
Steven Longstreet, Director-at-Large

**BOARD MEMBERS ABSENT:**

John Alexander, Secretary

**OTHERS PRESENT:**

Amanda Sansbury  
Anne Sansbury  
Lisa Conoly  
Mike Nutbrown  
Dale Edwards, Sequoia Management  
Chris Collins, Recording Secretary, Northern Virginia Minutes

**I. CALL TO ORDER:**

Mr. Iddings called the meeting to order at 7:00 p.m. and confirmed a quorum.

**II. CITIZENS' COMMENTS:**

Amanda Sansbury discussed teenagers using the meadows as a place to hang out. They have parked in homeowner parking spaces, as well as the pool parking lot. Mr. Iddings suggested that a new "no parking" sign may need to be posted at the pool parking lot.

**III. APPROVAL OF MINUTES:**

**MOTION: Mr. Franklin moved, Mr. Longstreet seconded, to approve the minutes of the February 13, 2017 Board meeting as presented. The motion passed unanimously (4-0-0).**

**IV. PRESIDENT'S COMMENTS:**

Mr. Iddings reported that homes have been selling very well in Lafayette Village. A realtor that he spoke with said that it is a desirable area. Mr. Iddings noted that there will be a presentation on the Coon Branch Stream Restoration at the Hidden Oaks Nature Center tomorrow at 7:00 p.m. There will also be a Friends of Hidden Oaks meeting at the nature center on Thursday at 7:00 p.m.  
Mr. Iddings noted that he authorized Peter's Landscaping to remove a tree that fell on a townhouse during a recent windstorm at a cost of \$1,200.

Mr. Iddings announced that because the March Board meeting was cancelled due to snow, the Board voted unanimously by email to approve the following resolutions:

- Resolution establishing LVCA Board policy for addressing subdivided residential units
- To authorize the Treasurer to sign and deliver to the auditor the 2015-2016 audit representation letter

- To authorize the President and the management company to sign and deliver the 2017-2018 engagement letter to retain Goldklang Group to provide audit and tax preparation for the association at an annual cost of \$4,000 for the audit and \$400 for tax preparation
- To adopt the Earth Day/Arbor Day Resolution 2017, declaring April 22, 2017 as Earth Day and Arbor Day in Lafayette Village
- To accept a proposal from Blade Runners for spring tree planting and turf maintenance in the amount of \$9,820.72

## **V. MANAGEMENT REPORT**

Mr. Edwards reported that Blade Runners is currently doing a spring clean-up around the property. He also reported that he completed his first round of spring inspections and sent out 108 letters.

## **VI. COMMITTEE REPORTS:**

Architectural Control Committee: Mr. Iddings reported on behalf of Ms. Cutter that the committee has received several requests for approvals of roof replacements, as well as questions about recent violation letters. Ms. Cutter will also walk the property to identify any violations that may have been missed. She will be primarily focused on shrubs and trees.

Communications Committee: Mr. Iddings reported that the newsletter will be going out later this week. Several announcements have gone out via email since the last Board meeting. The website will be updated with the pool application.

Grounds Committee: Mr. Nutbrown reported that the Earth Day/Arbor Day celebration will take place on April 22<sup>nd</sup>, and flyers will go out next Monday. The committee discussed the budget at their last meeting, as some cuts were made that affect them. Mr. Nutbrown informed the Board that some residents from Hancock Forest were present at the committee meeting as they would like a solution to ward off some invasives in their area of the community. The garden has some open plots and the committee is looking for residents who would like to garden. The committee would also like to obtain quotes for a water line from the pool house to the garden. The committee will identify what retaining walls will need to be replaced this year and would also like to engage with a community planner for landscaping.

Neighborhood Watch Committee: Mr. Longstreet reported that there not been much crime in the neighborhood recently, but there have been some break-ins in the nearby neighborhoods. He also informed the Board that there is a new liaison officer who is trying to arrange a time to come to a meeting to engage with the community.

Pool & Recreation Committee: Lisa Conoly reported that the pool has been filled and the furniture is out. The pool will open the Saturday of Memorial Day weekend. The schedule of events for the pool will be included in the next newsletter. The water aerobics class will be held at the pool again this year, with two class times added. The Board discussed the possibility of purchasing a grill for the pool and where it could be stored. Mr. Edwards will contact the association's insurance agent to determine the association's liability if storing at the pool or allowing residents to use the grill. Ms. Conoly and Mr. Iddings identified areas around the pool house and parking lot that need to be painted. May 17<sup>th</sup> is the deadline for pool pass applications for opening weekend.

Finance Committee: Mr. Franklin discussed the recommendation by the Finance Committee to amend the current 2017 budget to fund the reserves with an additional \$29,000. This will allow Association dues to remain unchanged for 2017. Mr. Franklin also advised that he will ask the Board to vote via email to purchase another CD.

Fairfax Federation: Amanda Sansbury reported that she was not able to attend the last meeting. Mr. Iddings reported that the Federation has announced that county property tax for this year will remain the same as last year.

**VII. OLD BUSINESS:**

There was no old business to discuss.

**VIII. NEW BUSINESS:**

Approval of Fiscal Year 2015/2016 Audit:

**MOTION: Mr. Franklin moved, Mr. Longstreet seconded, to approve the fiscal year 2015/2016 audit. The motion passed unanimously (4-0-0).**

Approval of Audit Correction Letter:

**MOTION: Mr. Longstreet moved, Ms. Kloc seconded, to approve the audit correction letter as presented. The motion passed unanimously (4-0-0).**

Adjustments to 2017 Budget:

**MOTION: Mr. Longstreet moved, Ms. Kloc seconded, to accept the revisions to the 2017 budget. The motion passed unanimously (4-0-0).**

Trash Contract:

**MOTION: Mr. Franklin moved, Mr. Longstreet seconded, to direct Mr. Edwards to contact Patriot Disposal to negotiate a sole-source, five-year renewal bid for trash services. The motion passed unanimously (4-0-0).**

Approval of 2017 Pool Rules:

**MOTION: Mr. Franklin moved, Mr. Longstreet seconded, to approve the 2017 pool rules. The motion passed unanimously (4-0-0).**

**IV. ACTION ITEMS:**

- Check with Blade Runners re: tree replacement program
- Talk to insurance agent re: liability related to grill at the pool
- Paint – bench in front of pool house, private property sign by basketball court, legs on signs in front of pool house, and the posts for “no parking” signs
- Check reserve study for next date for white coating of pool
- Call Verizon re: upgrade phone line for pool house
- Negotiate five-year contract with Patriot
- Obtain quotes for water line for garden

**IX. ADJOURNMENT:**

Mr. Iddings adjourned the Regular Session of the Board meeting at 8:28 p.m. to convene an Executive Session.

**X. EXECUTIVE SESSION:**

Overview: Mr. Iddings called the Executive Session of the Board of Directors to order at 8:30 pm EDT.

Discussion: Members discussed the handling of emergency events within the community and re-enforced the need for Sequoia Management to be the lead in all directions to contractors for the handling of emergency repairs. Mr. Iddings postponed the discussion of his succession until the May meeting. The members took various actions regarding collection of quarterly assessment dues and tasked Sequoia Management to notify offending residents of the violations with appropriate actions.

Adjournment: Mr. Iddings adjourned the Executive Session at 9:07 pm EDT by unanimous vote and consent.

These minutes, having been reviewed and properly approved by the LVCA Board of Directors during the regularly scheduled monthly meeting held May 8, 2017, are hereby submitted as FINAL.

Respectfully,

          // John M. Alexander //  
ATTEST: John Alexander, Secretary